



Republic of the Philippines
METRO VIGAN WATER DISTRICT
P. Burgos St., Barangay IV, Vigan City 2700 Ilocos Sur
Telephone Nos. 077-6740870, 6741321, 6040413
E-mail: metroviganwaterdistrict@yahoo.com
Website: www.metroviganwd.gov.ph



June 25, 2025

MS. MARINA GARCIA
Director II
Civil Service Commission
Ilocos Sur Field Office
Quirino Blvd, Bantay, Ilocos Sur


RECEIVED	
Office/Unit:	CSC FO Ilocos Sur
Transaction No.	ISFO-
Date and Time:	JUN 25 2025 1:43 PM
Received by:	JAN VINCENT N. JOSE Senior Human Resource Specialist
Remarks:	

Ma'am:

Pursuant to the provisions of Republic Act 7041, please effect the publication in the Civil Service Commission Bulletin this vacant and modified positions of Metro Vigan Water District.

Thank you and more power.

Very truly yours,


RUBY Q. BARBA
General Manager

RECEIVED	
Office/Unit:	CSC FO Ilocos 57
Transaction No.	ISFO-
Date and Time:	JUN 25 2025 1:43 pm
Received by:	JAN VINCENT N. JOSE Public Finance Services Specialist
Remarks:	

Memorandum

Date: June 25, 2025
To: ALL CONCERNED
From: THE OFFICE OF THE GENERAL MANAGER
Subject: VACANT & MODIFIED POSITIONS TO BE FILLED UP

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1. Attached is the list(s) of vacant and modified position(s) for Metro Vigan Water District, P. Burgos St., Solid West, Vigan City.
 2. Interested applicants may submit their application to the undersigned.
 3. In compliance with the Memorandum Circular Re: Implementation of the Republic Act No. 7041.


RUBY Q. BARBA
General Manager

RECEIVED

Office/Unit: CSC FO Ilocos Sur
 Transaction No. ISFO-
 Date and Time: JUN 25 2025 1:43 PM
 Received by: VINCENT N. JOSE
 Remarks:

Republic of the Philippines
METRO VIGAN WATER DISTRICT
 Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the METRO VIGAN WATER DISTRICT in the CSC website:

APPLE A. VIERNES
 HRMO

Date: 25-Jun-25

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Water Resources Facilities Operator A	84	8	21,448.00	High School Graduate (prior to 2016), OR Completion of Grade 10/Junior High School (starting 2016), OR Completion of relevant/vocational/trade course	4 hours of relevant training	1 year of relevant experience	Water Resources Facilities Operator (MC 11, s.96-CAT.I)	Knowledgeable in pump operation and troubleshooting of motor control	Engineering, Water Resources, Construction & Maintenance Department
2	Water/Sewerage Maintenance Man A	34	8	21,448.00	Elementary School Graduate	4 hours of relevant training	1 year of relevant experience	None required	Knowledgeable in plumbing for water utility	Engineering, Water Resources, Construction & Maintenance Department

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than July 05, 2025.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MRS. RUBY Q. BARBA
 General Manager B
P. Burgos St., Solid West, Vigan City
metrovigawaterdistrict@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.